



## SMS School PICK UP NOTICE



Reminder: We encourage students to ride the bus. Limiting when you pick up your child to appointments that can't be scheduled at other times helps with routines, as well as the instructional day.

In an effort to streamline dismissal, we will now **use only this form** for student pick up. Additional forms are available in the main office and on the SMS website. This note must be **sent in on the day your child is to be picked up**. Each child will need a separate form.

**PLEASE NOTE: Without a note, parent phone calls for student dismissal will be honored only for EMERGENCIES.**

My child is being picked up today at (Time): \_\_\_\_\_ DATE: \_\_\_\_\_

Child's Name (print): \_\_\_\_\_ Grade: \_\_\_\_\_

Teacher Name (print): \_\_\_\_\_

Student will be picked up by:

\_\_\_\_\_ Parent or guardian

\_\_\_\_\_ Other (print name): \_\_\_\_\_

(Picture ID is required by all when entering building)

Parent name: \_\_\_\_\_ Signature: \_\_\_\_\_

Cell/Contact number at dismissal: \_\_\_\_\_